

# **TOWN OF EAST WINDSOR**

## **East Windsor Risk Management Advisory Committee**

### **APRIL 23, 2013 AGENDA**

TO: All Safety Committee Members

DATE: April 23, 2013

TIME: 10:30 a.m.

PLACE: East Windsor Town Hall

- 
- I. Call Meeting to order/ roll call of those attending.
  - II. Review and Acceptance of minutes from previous meeting.
  - III. Visitors.
  - IV. Old Business.
    - 2013 CIRMA Risk Management Achievement Award
    - First Report of Injury Forms. (Loss Runs)
    - Prompt Repairs / Driver's Trip Sheets
    - Side door to the Town Hall
    - (Step / Walkway / Ramp / Lighting)
    - Handicapped Entrance Sign
    - Smoke and CO Detectors
    - After Hours Safety of Employees
    - Training Ideas
      - (Sprains and Strains / First Aid – CPR / Harassment).
      - (Emergency Evacuation Plan / Fire Drill Evacuation Plan)
  - V. New Business.
    - Open Discussion.
  - VI. Adjournment.